

EXAMINATION ANNOUNCEMENT
ASSOCIATE CASUALTY ACTUARY
OPEN



CALIFORNIA STATE DEPARTMENT OF
Insurance

SALARY RANGE \$5,290 - \$7,027

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION AGE OR SEXUAL ORIENTATION

How to Apply	<p align="center">FINAL FILING DATE: CONTINUOUS</p> <p align="center">DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</p> <p align="center">Send application to: Department of Insurance 300 Capitol Mall, 13th Floor Sacramento, CA 95814 Attention: STEFANIE ABDELNOUR</p> <p>Application (form STD678) will be <i>CONTINUOUSLY ACCEPTED</i>, no final filing date. Applications must have an original signature.</p> <p>This is an Open examination. Applications will not be accepted on a promotional basis. If you have a disability and need special testing arrangements, mark the appropriate box on the application. You will be contacted to make specific arrangements.</p>										
Requirements for Admittance to the Examination	<p>The following patterns may be combined proportionately, when applicable, to meet the overall requirement.</p> <p align="center">MINIMUM QUALIFICATIONS</p> <p align="center">Either I</p> <p>One year of experience in the California state service performing the duties of a Supervising Actuarial Statistician; or Two years of experience in the California state service performing the duties of a Senior Actuarial Statistician.</p> <p align="center">Or II</p> <p>Experience: Three years of experience in either: (1) a responsible actuarial position in a casualty insurance company; or (2) a responsible position as a consulting actuary involving indemnity, casualty or liability forms of insurance; or (3) a comparable actuarial position in another governmental agency. (Experience in California state service applied toward this requirement must be at the level of responsibility provided in the promotional pattern.)</p> <p align="center">and</p> <p>Education: Equivalent to graduation from college, preferably with a specialization in mathematics, insurance or accounting. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)</p>										
Testing Period	A candidate may be tested only once during any testing period. The testing period for this examination is 12 months.										
Additional Desirable Qualifications	Possession of an Associateship in the Casualty Actuarial Society.										
Position Description	<p>This is the journey level. Incumbents perform the more responsible and complex technical actuarial work and provide consultative services to management and others. Such duties include participating as an actuarial consultant in the conduct of financial examinations of insurers.</p> <p align="center">Positions are located in Los Angeles and San Francisco only.</p>										
Examination Information	<p>This examination will consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the Minimum Qualifications and Additional Desirable Qualifications shown on the examination bulletin, even if that experience goes beyond the seven-year limit printed on the application. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.</p> <p align="center">EDUCATION AND EXPERIENCE WEIGHTED - 100%</p>										
Examination Scope	<p>In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis will also be on measuring competitively, relative to job demands, each competitor's :</p> <table border="0"> <tr> <td>Knowledge of:</td><td>Ability to:</td></tr> <tr> <td>1. Insurance principles and actuarial science, particularly with respect to casualty, indemnity, and liability forms of insurance.</td><td>1. Make complex and extensive actuarial and statistical computations.</td></tr> <tr> <td>2. The financial structure of various types of insurance companies such as automobile, fire, medical malpractice, ocean and marine, product liability, theft, title, and workers' compensation companies.</td><td>2. Appraise accurately from actuarial and statistical data the financial structure of casualty insurance companies examined.</td></tr> <tr> <td></td><td>3. Prepare difficult actuarial and statistical reports and correspondence.</td></tr> <tr> <td></td><td>4. Analyze situations accurately and adopt an effective course of action.</td></tr> </table>	Knowledge of:	Ability to:	1. Insurance principles and actuarial science, particularly with respect to casualty, indemnity, and liability forms of insurance.	1. Make complex and extensive actuarial and statistical computations.	2. The financial structure of various types of insurance companies such as automobile, fire, medical malpractice, ocean and marine, product liability, theft, title, and workers' compensation companies.	2. Appraise accurately from actuarial and statistical data the financial structure of casualty insurance companies examined.		3. Prepare difficult actuarial and statistical reports and correspondence.		4. Analyze situations accurately and adopt an effective course of action.
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Eligible List Information	<p>A departmental Open eligible list will be established for the Department of Insurance. Names of successful competitors will be merged into the list in order of final scores, regardless of date. Eligibility expires 12 months after it is established.</p> <p>Career Credits will not be granted in this examination.</p> <p>Veterans preference points will not be granted in this examination.</p>										

ASSOCIATE CASUALTY ACTUARY

FINAL FILING DATE: CONTINUOUS

GENERAL INFORMATION

It is the candidate's responsibility to contact the Department of Insurance, Human Resources Management, Sacramento (916) 492-3303 three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature it is the candidate's responsibility to contact the Department of Insurance, Human Resources Management, Sacramento (916) 492-3303 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at the Department of Insurance offices, State Personnel Board offices, local offices of the Employment Development Department and on the Internet at <http://www.spb.ca.gov>.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Insurance reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: (1) subdivisional promotional, (2) departmental promotional, (3) multi-departmental promotional, (4) servicewide promotional, (5) departmental open, (6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

California Relay (Telephone) Service for the Deaf or Hearing impaired:
From TDD phones: 1-800-735-2929, from voice phones: 1-800-735-2922

Department of Insurance
Human Resources Management
300 Capitol Mall, 13th Floor
Sacramento, CA 95814
(916) 492-3393

RELEASE DATE: 01/14/99
DV/SA